Dear Parents,

Welcome to second grade. We are looking forward to the new school year and hope it will be a happy and successful one for your child. Listed below you will find some important information which you may want to refer to throughout the year.

**Birthdays:** If you wish to send in a treat for your child’s birthday, the school asks that you do so at the End of our lunch time or the last 10 min. of the school day. Children may pass out party invitations during class only if each member of the class is invited.

**Early pick up:** If you need to pick up your child from school before 2:45 you must check them out through the office. We are not allowed to release students without office permission.

**Late arrival:** If your child is late please send them to the office to get a tardy notice.

**Absences: If your child is absent please send the office a note to explain why.** Include the date, grade, teacher’s name and student’s name in your note. I plan to send home some quick excuse notes for you to use. I hope you find them convenient.

**Morning activities:** As you probably already know CHE provides morning activities the students can do before school begins at 7:45. Encourage them to have breakfast in the cafeteria, attend J.A.W.S physical activity, or go to Early Birds to read. These activities begin at 7:20. This is a great time for them to get to be with friends, too.

**Kindness:** I have a “0 Tolerance” rule for unkind behavior. This includes actions and words. Kindness is expected out of everyone. Our classroom is a safe and fun place to learn. Please encourage your child to speak up and let me know if there is a problem with any other student.

**Organization:** Good organizational habits begin to form in second grade. To help keep your child organized through the year they will have a HOMEWORK folder. This folder must be brought to school every day with their color chart and important notes home.

**Homework:** Your child will have homework Monday through Thursday. Usually it will be a math practice page, to read for 15 – 20 min. and a spelling practice activity of their choice on the notebook paper provided. Homework is reinforcement of skills learned in class. Please check your child’s homework and help only if they ask for it. Do check the HOMEWORK FOLDER for important papers and notes daily. Please INITIAL the behavior calendar each night for your child. Ask them about something they learned during the day.

**Class Behavior System and Incentives**

In second grade we are using the Positive Behavior System (PBS) with a Love and Logic approach focusing on empathy delivered with a logical consequence.

In addition the school is using a color system as a way to document behavior. The color system will not be publicly displayed. See the system below:

**School Behavior System**

Students start out on green each day, and they can move up or down, depending on the choices they make throughout the day. Students will record the color they receive each day on their communication log in their homework folder. You may use this sheet to write notes back to the teacher. (You may use this space to write notes about anything, not just behavior).

Blue

Green

Yellow

Red

Depending on the severity of the behavior or often a behavior occurs, students will move down colors. If they turn their behavior around, they are able to move back up to green. Students may move to blue if they consistently show outstanding behavior, going above and beyond.

**Reading:** We will be doing lots of reading in 2nd grade. Please allow time for your child to read to you. Read books to them that are more advanced than their reading level. Share with them your love for reading.

**Writing:** Reading and writing are closely linked. This year your child will be writing both expository essays and narrative stories. We will be trying hard to learn about the correct uses of punctuation and grammar as well.

**Spirit Store Money:** If you are sending money to school, please put it in a baggie with your child’s name and amount to insure safety.

**Lunch Money**: IF you send lunch money send it in an **envelope** or baggie with your **child’s name, grade, teacher’s name and amount on it.** Lunch choice and lunch count is sent to the cafeteria by 8:00. If your child is late they automatically get choice one.

**Daily Snacks and water**: It is a good idea to send a bottle of water to class with your child. We have a snack time every day. Students may bring nutritious snacks from home. You may send a group snack like animal cookies, gold fish crackers, or pretzels. Our snack time is usually at recess.

**Look for Wednesday folders** again this year. Take all the information out of the folder and return the empty folder to school the next day. If you need to return any of the notes from the Yellow folder it is best to return them in the D.O.T binder. Don’t forget to collect “ BOX TOPS for Education”.

**Emergencies:** The school may need to contact you in case of an emergency. If your phone number or address changes, please notify the school and me. This is very important.